

TYPICAL PROCEDURE FOR A SITE SUSPECTED OF BEING CHEMICALLY CONTAMINATED

D/A: Submits realty subdivision site plan with past land use assessment.

MCDOH: Reviews submission and determines the need for a more extensive site evaluation. Notifies D/A.

D/A: Submits site sampling plan if required

MCDOH: Reviews the sampling plan, consults with NYSDOH-BTSA as necessary, approves the sampling plan or informs the D/A of required changes.

D/A: Modifies the sampling plan as necessary and submits to MCDOH for review and approval; repeats as necessary until plan is approved. Arranges for sample collection and analysis. Notifies the MCDOH at least 24 hours prior to conducting on site sampling. Evaluates the analytical information and if necessary proposes a Soils Management Plan (SMP). Submits the analytical results and written evaluation to MCDOH.

A Summary Table should be submitted listing the analytes detected, concentrations, sample location ID and depth of samples.

MCDOH: Reviews the submission, consults with NYSDOH-BTSA, concurs with the evaluation or advises the D/A of the need for additional soil testing or a SMP. If MCDOH concerns are adequately addressed, the D/A and MCDOH Realty Subdivision(RS) staff will be so advised by written confirmation.

D/A: Prepares a SMP based on the analytical results detailing how soils will be handled during and after site activities and submits proposed SMP to the MCDOH.

MCDOH: Reviews SMP; consults with the NYSDOH-BTSA as necessary. Informs the D/A of any need for sampling requirements or changes in the proposed SMP.

D/A: If revision of the SMP is necessary, a reevaluation of the SMP will be initiated and resubmitted to the MCDOH.

MCDOH: The D/A will be notified when agreement is reached on the SMP. **A copy of the approval will be forwarded to MCDOH-RS staff with a request that implementation of the SMP and its certification be added as a condition to the Subdivision Plan approval and so noted on the subdivision plan.**

D/A: Initiates remediation activities and documentation requirements. Notifies MCDOH upon completion of remediation activities, submits the required documentation and certifies that the site activities had been carried out in compliance with the SMP.

D/A =	Developer/Agent
MCDOH =	Monroe County Department of Health
NYSDOH-BTSA =	New York State Department of Health – Bureau of Toxic Substance Assessment